

**BOROUGH OF WESTWOOD  
PUBLIC MEETING OF THE MAYOR & COUNCIL  
NOVEMBER 17, 2014 MINUTES  
MUNICIPAL COMPLEX  
101 Washington Avenue  
7:30 PM Executive Closed Session/8:00 pm Public Session**

**1. Opening of the Meeting:**

The meeting was called to order by Mayor Birkner at 7:30 pm. Mayor Birkner then read the Open Public Meetings Law Statement: "This meeting which conforms with the Open Public Meetings law, Chapter 231, Public Laws of 1975, is a regular Borough Council meeting. Notices have been filed with our local official newspapers and posted on the municipal bulletin board."

**2. Roll Call:**

Mayor Birkner – Present  
Councilmember Arroyo – Present  
Councilmember Bicocchi – Present  
Councilmember Grefrath – Present  
Councilmember Miller – Present  
Councilmember Owens - Present  
Council President Waneck – Present  
Borough Administrator Hoffmann – Present  
Borough Attorney Doyle – Present  
Borough Clerk Hughes – Present

**Committee Assignments:**

Police & Emergency Management  
Land Use  
Finance, Administration & Capital Projects  
Fire & Ambulance  
Health & Recreation  
Public Properties

**3. Resolution #14 - 269: Executive Closed Session**

**Motion to adopt Resolution #14-244:** Councilmember Miller Second: Councilmember Arroyo

Roll Call: Councilmember Arroyo – Yes    Councilmember Bicocchi – Yes  
              Councilmember Grefrath – Yes    Councilmember Miller – Yes  
              Councilmember Owens - - Yes    Council President Waneck – Yes

**4. Reopen the Meeting:**

**Motion to reopen the meeting:** Councilmember Miller Second: Councilmember Arroyo

Voice Vote: A voice vote was taken with all present voting in the affirmative.

The time was 8:09 pm

**5. Roll Call II:**

Mayor Birkner – Present / Councilmember Arroyo – Present / Councilmember Bicocchi – Present /  
Councilmember Grefrath – Present / Councilmember Miller – Present / Councilmember Owens -  
Present / Council President Waneck – Present / Borough Administrator Hoffmann – Present /  
Borough Attorney Doyle – Present / Borough Engineer Senkevich – Present / Borough Clerk Hughes  
- Present

**6. Flag Salute**

Councilmember Miller gave the invocation. Mayor Birkner led those present in the salute to the flag.

**7. Approval of Minutes: September 16, 2014**

**Motion to Adopt:** Councilmember Grefrath Second: Councilmember Arroyo

Roll Call: Councilmember Arroyo – Yes    Councilmember Bicocchi – Yes  
              Councilmember Grefrath – Yes    Councilmember Miller – Yes  
              Councilmember Owens - Yes    Council President Waneck – Yes

**8. Resolution #14 - 270: Appointment of Police Sergeant**

**Motion to adopt Resolution #14-270:** Councilmember Arroyo Second: Councilmember Miller

Roll Call: Councilmember Arroyo – Yes Councilmember Bicocchi – Yes

Councilmember Grefrath – Yes Councilmember Miller – Yes

Councilmember Owens- - Yes Council President Waneck – Yes

Mayor Birkner administered the oath of office. Chief Regino presented Sgt. Foley with his sergeant's badge.

**9. Proclamations for Retiring Police Officers**

Mayor Birkner announced that the officers were unable to attend and proclamations would be presented at a future date.

**10. Oath of Office for Fire Department Cadets: Kahn, Ciringione**

**11. Reports of Committees and Officials:**

**A) Mayor's Report**

**1) PSEG Update**

Mayor Birkner explained that the closure of Kinderkamack Ave was due to a utility pole being knocked down by a truck, not by the PSEG project. He said PSEG is nearly completed with the County roads other than sections of Broadway and Kinderkamack. However, the Broadway work would impact the downtown businesses so the Borough has directed the contractor to put off that work until 2015. They will continue with the house connections.

Councilmember Arroyo suggested that all PSEG work be suspended for the holidays to provide relief to the residents. Council President Waneck voiced concern with the plates, which can be an issue for snowplows. The consensus was for PSEG to complete work in the areas that have plates, and to suspend all operations from December 21 to January 2. Mayor Birkner will relay to PSEG.

**2) Menorah Lighting**

Mayor Birkner announced that there will be an interfaith menorah lighting ceremony in Veterans Park on Sunday, December 21<sup>st</sup> at 4 pm.

**B) Engineer's Report**

**1) Biweekly Report**

Mr. Senkevich reviewed the biweekly engineer's report, a copy of which is attached.

**C) Council Liaison & Committee Reports**

**1) Finance, Administration and Capital Projects: PG**

**a) Elm Street Revisited**

Councilmember Grefrath asked the status of making Elm Street two-way. Mayor Birkner said it would be one to two weeks. Mr. Hoffmann explained the current markings need to be removed and new striping and signage installed.

**b) Time Capsule Update**

Councilmember Grefrath said he is hoping to bury the time capsule on December 6<sup>th</sup>.

**c) Bogart's Pond Bridge**

Councilmember Grefrath advised that due to vandalism on the Bogerts Pond bridge, the lights are now dark. The options are to replace the existing lights, leave the bridge dark, or install lights on poles pointing straight down so as not to impact the neighbors. Mayor Birkner said what was there was sturdy and aesthetically appealing, so he would like to see them put back. He advised that anyone caught vandalizing Borough property, or private property for that matter, will be fully prosecuted.

**2) Fire and Ambulance:**

**a) Internal Equity Update**

Councilmember Miller reported that meetings on the internal equity project have been held with department heads and employees. Job descriptions and questionnaires are due back November 25<sup>th</sup>.

The purpose of this study is to make sure the Borough is paying fairly within the organization. Mayor Birkner stated that the information for the internal equity review is not for consolidation or elimination of positions. Councilmember Miller said he reiterated that in every meeting.

**b) Library Parking**

Councilmember Miller introduced a discussion on the new library parking configuration, which is not consistent with the Borough ordinance. The history of the changes to Madison and Park Avenues during the resignalization project was reviewed. Mayor Birkner would like to see the library parking be part of the global parking study. Discussion was held on the parameters for such a study, and the makeup of a committee to spearhead it. A consensus was reached to return the library parking on Park Avenue. Mr. Hoffmann will direct the DPW Superintendent to change the signs tomorrow.

**3) Health and Recreation:**

**a) Board of Health Update**

Councilmember Owens reported that the Board of Health is investigating a grant from NJ Healthy Town to fight obesity and live a healthy lifestyle. This would tie into the Health Westwood program.

**b) Brookside Park Concrete Pads**

Councilmember Owens said the Recreation Board discussed various options for pads under the picnic tables at Brookside Park. Due to flooding that occurs in the park, it was determined that concrete pads are the most viable solution.

**c) Lighting for Dog Park**

Councilmember Owens relayed that based on requests from residents the Recreation Board has discussed lighting for the dog park. He asked the Governing Body if they want to illuminate the area. Concerns included cost, installation, and police patrol. Council President Waneck suggested solar lighting be used. Mayor Birkner requested recommendations from Recreation.

**4) Land Use:**

**a) Land Use Board Updates**

Councilmember Bicocchi reported the Planning Board did not meet in November. The Zoning Board has started deliberation on Med Express.

**5) Police and OEM:**

**a) CERT**

Councilmember Arroyo announced that all the CERT background checks have been completed successfully. A resolution to appoint the team will be on the December 2<sup>nd</sup> agenda.

**b) Police Update**

Councilmember Arroyo noted that with the promotion the Police Department is now at full sergeant strength.

**6) Public Properties:**

No report.

**D) Attorney's Report**

No report.

**E) Administrator's / Clerk's Report**

**1) RFQ for Professionals**

Mr. Hoffmann advised that the RFQs for professionals were received and are being processed.

**2) Solid Waste Bid**

Mr. Hoffmann said the bids were opened for solid waste and being reviewed for recommendation.

**12. Agenda/Public Forum:**

**Motion to open Agenda/Public Forum:** Councilmember Miller Second: Councilmember Bicocchi  
Voice Vote: A voice vote was taken with all present voting in the Affirmative.

Dennis Farrell, President, Westwood Library Board of Trustees - presented the library's case for returning the Park Avenue spaces to library-only parking. Mayor Birkner pointed out that the Governing Body had already decided to do so. Mr. Farrell said he was just formalizing the matter.

Janet Dunn, 50 Berkeley Avenue - thanked the Council for the parking spots on Park Avenue. Ms. Dunn pointed out concerns with the library parking assigned to Second Avenue, specifically the clearing of the sidewalks when there's snow and the lack of lighting in the area.

Mary Kenny, Library Volunteer - pointed out that the electronic sign had a misspelling.

Shaigan Touba, Library Volunteer - suggested that there be library employee parking stickers issued and three spots established on Park Ave, three on Elm Street, and three on Second Ave.

**Motion to close Agenda/Public Forum:** Councilmember Miller Second: Councilmember Owens  
Voice Vote: A voice vote was taken with all present voting in the affirmative.

**13. Presentation of Bills, Financial Reports and Resolutions:**

Councilmember Grefrath asked if there were any resolutions to add to the Consent Agenda. He stated that any Councilmembers who wished to remove any Resolution(s) to be voted upon separately could do so at this time, otherwise the Consent Agenda would be enacted in one motion.

**Resolutions as Consent Agenda:**

- a) Resolution #14 - 271: Bill List & Statement of Cash**
- b) Resolution #14 - 272: Authorizing Architectural and Engineering Services for Renovations to the Borough Hall Roof and HVAC System**
- c) Resolution #14 - 273: Authorizing the Execution of an Interlocal Agreement for the Maintenance and Repair of DPW Vehicles By and Between the Borough of Paramus and the Borough of Westwood**
- d) Resolution #14 - 274: Endorsement - CD Grant Application for Pascack Valley Meals on Wheels**
- e) Resolution #14 - 275: Authorization to Enter 2014-2015 CD Grant Agreement - ADA Curb Ramps**
- f) Resolution #14 - 276: Hiring of Per Diem Dispatchers**
- g) Resolution #14 - 277: Authorizing Execution of Agreement with Verizon Wireless to Update Equipment at the Westwood Firehouse**
- h) Resolution #14 - 278: Use of Veterans Park for Westwood Heritage Society - 2015 Westwood Pride Day**
- i) Resolution #14 - 279: Use of Veterans Park for Westwood Heritage Society - 2015 Antiques and Fall Crafts in the Park**
- j) Resolution #14 - 280: Westwood Volunteer Fire Department Matters of Personnel**
- k) Resolution #14 - 281: Approval of Robert Held's Application to Consume Alcoholic Beverages on Public Property**

**Motion to adopt resolutions #14-271 through #14-281:** Councilmember Grefrath

Second: Councilmember Arroyo

Roll Call: Councilmember Arroyo – Yes      Councilmember Bicocchi – Yes

Councilmember Grefrath – Yes      Councilmember Miller – Yes

Councilmember Owens – Yes      Council President Waneck – Yes

**14. Adjournment:**

**Motion to adjourn:** Council President Waneck      Second: Councilmember Miller

Voice Vote: A voice vote was taken with all present voting in the affirmative.

The time was 9:20 pm.

Attest:

*(signed) Karen Hughes*

Karen Hughes, RMC, Borough Clerk

Proofed by: Denise Holmes, Deputy Clerk